

PUBLIC WORKS COMMISSION

MEETING PACKET

FOR THE MEETING OF

June 30, 2023

AGENDA ITEM B

**PUBLIC WORKS COMMISSION
ACTION MINUTES
MAY 24, 2023**

A. CALL TO ORDER

The regular meeting of the Public Works Commission was called to order by Vice-Chair Ono at 1:31 pm on May 24, 2023, via a BlueJeans online video conference, Meeting ID 410 102 966.

A quorum of the Commission was present. (See Record of Attendance.)

B. INTRODUCTION OF MEMBER MEMBERS

Vice Chair Ono welcomed new members Laureen Kaneta and Matthew Schroeder. Both were thanked for their service to the Public Works Commission.

C. ELECTION OF OFFICERS FOR THE 2023-2024 COMMISSION YEAR

Vice-chair Ono asked for nominations for Chair or Vice-Chair. Member Berlien nominated Member Walin to be the Chair. Seconded by Member Ignacio. No other nominations were made. All in favor; None opposed. Vice-chair turns the meeting over to Chair Walin.

Chair Walin asks for nominations for Vice-Chair. Member Berlien nominated Member Ono to be Vice-Chair. Seconded by Member Otomo. No other nominations were made. All in favor; none opposed.

D. ACCEPTANCE OF MEETING MINUTES

Member Berlien motioned to accept the minutes of March 29, 2023; seconded by Member Freitas. All in favor; none opposed. The Commission unanimously approved acceptance of the March 29, 2023 meeting minutes.

E. PUBLIC TESTIMONY

No testifiers in person, online, or written testimony provided prior to new business.

F. NEW BUSINESS

1. Presentation from the Department of Public Works on drainage rules standards overview.

Staff Engineer Ms. Ono shared a powerpoint presentation on Drainage Standards: Title MC-15, Chapter 13-111, and Chapter 20.08

Deputy Taomoto mentioned that the agenda erroneously listed a presentation from DPW on 'subdivision standards and standard details overview and effort to update standards' will be moved to the next agenda

Chair Walin asked for public testimony; none on this item.

2. Proposed DRAFT of “Application for Naming and Renaming County Streets” form

Staff Engineer Mr. Watanabe explained the application form and the process once submitted. Discussion on the draft form; Corp Counsel advised that action on approving/disapproving the form should be on next agenda as this item as listed was not clear as to action being taken.

Member Kaneta asked what were the changes from the existing form and so the public is aware of the changes. Department did not have the existing form in the meeting packet. Deputy Director stated it can be provided at the next meeting since this will be an action item on the next agenda. Member Berlien suggested adding a checkbox on the new application for if the Hawaiian Language member or the Staff Engineer cannot attend a meeting, they can check off that they have reviewed the street name is not in use and/or translated correctly; this would save time for the commission to review and approve applications. Corporation Counsel DeJardins suggested members come with suggestions for next meeting so action can be taken at the next meeting. Chair Walin opened public testimony and questions from the members. Vice-chair Ono suggested making the form less ‘subdivision centric’ and noting the project type on the form (for example, condominiums, commercial project or a residential subdivision, etc.). Chair Walin closed testimony.

G. AGENDA SETTING FOR NEXT MEETING

Chair Walin asked Corporation Counsel what is the next step in the meeting since there are no more business items. Corporation Counsel Desjardins noted that the presentation for next meeting can be a refresher training or individual training. Members agree to do a one-time training for efficiency; should be about 30 minutes.

H. NEXT MEETING DATE: Friday, June 30, at 1:30 p.m.

I. ADJOURNMENT

The meeting adjourned at 2:11 pm

Submitted by,



Summer Enfield-Carlos

6/2/23

Date

Department of Public Works, Private Secretary

RECORD OF ATTENDANCE**Present (Location)**

Derek Ono (Remotely from work office)
Noah Walin (Remotely from work office)
Laureen Kaneta (Remotely from work office)
Nathan Ignacio (Remotely from home)
Stacy Otomo (Remotely from home office)
Joaquin "Jack" Freitas (Remotely from work office)
Joshua Berlien (Remotely from office)
Matthew Shroeder (in person at Planning Conference Room)

Excused

Pelenatita Namoa-Hanusa
Luana Kawa`a

Others

Wendy Taomoto, Deputy Director of Public Works
Kristi Ono, Department of Public Works, Engineering Division
Kurt Watanabe, Department of Public Works, Engineering Division
Mimi Desjardins, Department of the Corporation Counsel
Charmaine Keaweehu, Department of Public Works Support Staff

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